

Special and Regular Meeting of April 13, 2004

Twin Pines Senior And Community Center

SPECIAL MEETINGS

CLOSED SESSION – 5:45 P.M.

A. Conference with Labor Negotiator, Jere Kersnar, pursuant to Government Code Section No. 54957.6

1. MMCEA

2. AFSCME

Attended by Councilmembers Warden (arr. 5:55), Feierbach, Mathewson, Bauer (arr. 5:50), Metropulos, City Manager Kersnar, Assistant City Manager Rich, City Attorney Savaree, Human Resources Director Dolan. City Clerk Cook was excused from attending.

ADJOURNMENT at this time, being 6:45 P.M., this Closed Session was adjourned.

This meeting not tape-recorded or videotaped.

Terri Cook

City Clerk

STUDY SESSION - 6:45 P.M.

COUNCILMEMBERS PRESENT: Warden, Feierbach, Mathewson, Bauer, Metropulos

COUNCILMEMBERS ABSENT: None

Staff Present: City Manager Kersnar, Assistant City Manager Rich, City Attorney Savaree, Public Works Director Davis, Community Development Director Ewing, Parks and Recreation Director Mittelstadt, Finance Director Fil, City Clerk Cook.

Recreation Fee Subsidy Policy

Parks and Recreation Director Mittelstadt stated that there was a need to develop a policy to address recreation program General Fund subsidies, which could be

incorporated into the Master Fee schedule. He gave a history of the existing fee structure and current General Fund subsidies for recreation programs.

Parks and Recreation Director Mittelstadt listed the programs recommended for each of the categories for a level of high, medium, and low subsidy. He stated that another recommendation was to set the subsidy at a fixed real amount, which could be inflated annually to reflect increased costs tied to the Consumer Price Index (CPI), or as a percentage of overall recreation costs. He commented that Belmont's cost recovery of 63 percent is higher than other cities, and that program fees are competitive with other cities.

Finance Director Fil stated that Warren Lieberman, Chair of the Finance Commission, is a pricing expert who provided assistance in developing a model to test various subsidy assumptions. Finance Director Fil reviewed fee models and the calculations used to determine subsidy levels. He noted that other than adult sports, all recreation programs fit the model, and recommended a pricing adjustment or an increase in the number of participants for that program. He commented that this methodology was a scientific approach for pricing to meet goals and objectives.

In response to Councilmember Warden, Parks and Recreation Director Mittelstadt clarified that the current pricing structure provides for a 20 percent differential between residential and nonresidential fees. He noted that the City of San Carlos was eliminating the differential, which may increase participation.

Council and staff discussion ensued. Parks and Recreation Director Mittelstadt clarified that the Parks and Recreation Commission reviewed and concurred with the programs listed under the three subsidy levels, and that staff developed the policy options. He noted that this model could be utilized if future program cuts were necessary. He clarified that increased expenditures would trigger the need to raise fees. He noted that fixed costs consisted of the cost for permanent staffing.

Additional Council and staff discussion ensued regarding General Fund subsidy amounts. Finance Director Fil recommended that Council not set a specific dollar amount, since that amount may change with the pending corrective action plan.

Council concurred with the recommendation of subsidy level Option 2 (fixed real amount), and to the programs listed under high level subsidy (Teens, Seniors, Aquatics), medium level subsidy (Camps, Summer School, Special Events), and low level subsidy (Adult Sports, Special Classes, Day Care).

REGULAR MEETING

CALL TO ORDER 7:35 P.M.

ROLL CALL

COUNCILMEMBERS PRESENT: Warden, Feierbach, Mathewson, Bauer, Metropulos

COUNCILMEMBERS ABSENT: None

Staff Present: City Manager Kersnar, Assistant City Manager Rich, City Attorney Savaree, Public Works Director Davis, Community Development Director Ewing, City Clerk Cook.

SPECIAL PRESENTATIONS

Proclamation Celebrating National Library Week, April 18-24, 2004.

Mayor Metropulos read the proclamation in recognition of the upcoming National Library Week.

Linda Chiochios, Belmont Library Branch Manager, stated that the community was looking forward to a new library. She outlined the various events that were taking place during National Library Week, and noted that a fundraising effort for the new library would be launched during the week. She commented that the committee's goal of \$650,000 could be realized if every resident contributed \$25 each.

Presentation from Oracle Corporation to the Belmont Library

Randy Smith, Oracle Corporation, presented a check in the amount of \$300,000 from Oracle, which will allow for the larger library facility. He stated that the Oracle in the Community Program is in partnership with the education initiative, and that Oracle would be involved in the future technology training programs at the new library.

Mayor Metropulos thanked the Oracle Corporation for the funding for the additional square feet for the new library.

Linda Chiochios, Belmont Library Branch Manager, stated that she was grateful and was looking forward to working with Oracle. She noted that essays written by students about the new library reflected technology needs.

Joan Peceimer, President, Friends of the Belmont Library (FOBL), thanked Oracle for the invaluable contribution. She stated that FOBL would be reaching out to the

community for additional contributions, and the Oracle gift would be an inspiration. She noted that businesses would benefit from the new library.

Mike Heagerty, Board Member, FOBL, stated that there would be a grass roots outreach during National Library Week for additional funds for interior furnishings. He added that FOBL had received two matching grants totaling \$2,000. He outlined the National Library Week events, and thanked Oracle and others who have contributed.

PUBLIC COMMENTS AND ANNOUNCEMENTS

Ann Besser, Arts Commissioner, invited Council and the community to the Children's Art Exhibit at the San Mateo County Office of Education, an event sponsored by the Arts Commission and the County Office. She stated that the exhibit features artwork of Belmont students using the theme "Our Community". She added that the artists would be present at the exhibit's Open House on April 14.

Jim McLaughlin, Plateau Drive, commented regarding difficulties in obtaining copies of minutes from South County Fire Authority. He stated that he attempted to contact the Mayor to ask him to look into this issue, but did not receive a return call. He advised that as a result of a request made through Councilmember Feierbach, Fire Chief Loudon called him to advise that anyone could request to receive minutes. Mr. McLaughlin noted that at a Fire Authority meeting held earlier this year, the Fire Authority Board requested that the City Clerk prepare the minutes, but the interim chief was still doing so, and suggested that this be corrected.

Mayor Metropulos stated that he never received a call from Mr. McLaughlin regarding this issue.

COUNCIL MEMBER COMMENTS AND ANNOUNCEMENTS

Mayor Metropulos announced that in celebration of Earth Day on April 22, City Hall was collecting used cell phones and recycling athletic shoes, and was initiating a thermometer exchange program. He also noted that a delegation from Belmont's Sister City of Namur, Belgium, would be in town on April 19 and 20.

CONSENT CALENDAR

Councilmember Bauer asked that Item **4-C** (Written Communication) be removed for separate consideration. Mayor Metropulos announced that at the request of a member of the public, Item **4-D** (Ordinance amending Chapter 22, Belmont Municipal Code,

Article V, Construction of Curbs and Gutters, Sections 22-61 – 22-80) would be removed for separate consideration.

ITEMS APPROVED ON THE CONSENT CALENDAR:

Approval of meeting minutes: Regular Meeting of March 9, 2004.

Motion to waive reading of Ordinances.

Approval of Resolution 9523 Approving a Permanent Encroachment Agreement for Construction of Retaining Walls and Stairway within the Public Right-of-Way at 1627 Notre Dame Avenue.

Approval of Resolution 9524 Approving Plans and Specifications, Authorizing Advertisement for Sealed Bids, Approving Award of Contract to the Lowest Responsible Bidder for an Amount not to exceed \$698,500, Approving a Construction Contingency not to exceed \$69,850, and Authorizing the City Manager to Execute a Contract for Sanitary Sewer Rehabilitation - Basins 4, 5 & 6, Pipebursting (El Camino Real Westerly to Crest of Hills), City Contract Number 455.

Approval of Resolution 9525 Authorizing a \$300,000 Amendment to Revenue and Supplemental Appropriation to the FY 2004 Budget - Highway 101 Pedestrian/Bike Bridge Project, City Contact 433 (Transportation Development Act Article 3 Grant Funds).

Action: On a motion by Councilmember Mathewson, seconded by Councilmember Warden, the Consent Agenda, as amended, was unanimously approved by a show of hands.

ITEMS REMOVED FROM CONSENT AGENDA FOR SEPARATE CONSIDERATION

Written Communication 1) Notice of the Application for Gas Rate Change, dated March 26, 2004.

Councilmember Bauer noted that PG&E is just emerging from bankruptcy. He stated that he has attempted to contact the California Public Utility Commission regarding the small raise in fees requested by PG&E.

Action: On a motion by Councilmember Bauer, seconded by Councilmember Feierbach, Written Communication (Notice of the Application for Gas Rate Change) was unanimously accepted by a show of hands.

Ordinance amending Chapter 22, Belmont Municipal Code, Article V, Construction of Curbs and Gutters, Sections 22-61 – 22-80 (second reading and adoption).

Adele della Santina, St. James Road, expressed a concern regarding the requirement of the construction of a sidewalk when building a new single-family home.

Public Works Director Davis clarified that the requirement to add a sidewalk is usually part of a development. City Attorney Savaree clarified that this ordinance pertains only to bigger projects, not to single-family homes. She noted that any requirement for the installation of a sidewalk adjacent to a single-family home would be handled through a condition of approval.

Action: On a motion by Councilmember Bauer, seconded by Councilmember Feierbach, Ordinance 998 amending Chapter 22, Belmont Municipal Code, Article V, Construction of Curbs and Gutters, Sections 22-61 – 22-80 was unanimously accepted by a show of hands.

HEARINGS

Public Hearing to consider amendments to Belmont Zoning Ordinance 360 Regarding Secondary Dwelling Units – Section 2 (Definitions), Section 4 (Residential Districts), Section 8 (Off-Street Parking and Loading), Section 9 (General Regulations), and Section 24 (Secondary Dwelling Units) in order to comply with California State Law (AB 1866).

Principal Planner de Melo stated that the Planning Commission recommended approval of this amendment. He clarified that this ordinance will comply with Assembly Bill 1866, while providing maximum local control permitted under State law. He noted that the amendment also achieves the goals of the zoning portion of the General Plan.

Mayor Metropulos opened the Public Hearing. No one came forward to speak.

Action: On a motion by Councilmember Mathewson, seconded by Councilmember Bauer, the Public Hearing was unanimously closed by a show of hands.

In response to Council questions, Principal Planner de Melo clarified that the 15-foot setback requirement still in place, and includes accessory structures. He also clarified that the action of amending a city's secondary dwelling unit regulations is exempt from CEQA (California Environmental Quality Act) review.

Councilmembers Feierbach and Mathewson applauded the Planning Commission's work on this matter, considering the new State mandate.

Action: On a motion by Councilmember Mathewson, seconded by Councilmember Feierbach, to introduce an ordinance amending Belmont Zoning Ordinance 360 Regarding Secondary Dwelling Units – Section 2 (Definitions), Section 4 (Residential Districts), Section 8 (Off-Street Parking and Loading), Section 9 (General Regulations), and Section 24 (Secondary Dwelling Units) in order to comply with California State Law (AB 1866), was unanimously approved by a show of hands, further reading waived, and the second reading and adoption set for April 27, 2004.

Public Hearing to Consider an Ordinance Amending the Los Costaños Community Development Plan Pursuant to Health and Safety Code Section 33333.6(e)(2), and Resolution to Elect to Receive Pass Through Payments Pursuant to Health and Safety Code Sections 33607.5 and 33607.7.

Community Development Director Ewing stated that this amendment to the Los Costaños Plan would extend the time permitted for the City of Belmont to issue new debt. He reviewed the history of previous deadlines, and noted that the current deadline was extended in 2001. He clarified that this extension would provide opportunities for financing options in the Redevelopment Area, and noted that there were fiscal impacts for other agencies such as the fire authority and schools, since they share in the tax revenue.

Mayor Metropulos opened the hearing. No one came forward to speak.

Action: On a motion by Councilmember Mathewson, seconded by Councilmember Bauer, the Public Hearing was unanimously closed by a show of hands.

In response to Council questions and comments, Community Development Director Ewing explained the apportionment of available revenues for the various local agencies. He clarified that without this extension, available resources could not be increased, and only one-time capital projects would likely be funded. City Manager Kersnar added that expenditures in the Redevelopment Agency could have an affect on future revenues to the General Fund.

In response to Councilmember Warden regarding the ability to fully encumber future bond sales as a means to protect RDA monies from State takeaways, Finance Director Fil stated that other agencies have attempted this method. He noted that the State recognized this strategy, and could shift the financial burden to the General Fund. He added that it was important to stay balanced.

Councilmember Mathewson stated that he supported this amendment, but requested additional time to review the details. Community Development Director Ewing clarified that this was not a time-sensitive issue. He added that the Public Hearing had been closed, so there would be no need to reopen the hearing or re-publish the item.

Action: On a motion by Councilmember Mathewson, seconded by Councilmember Warden, to continue the ordinance amendment and resolution to April 27, 2004, was unanimously approved by a show of hands.

OLD BUSINESS

Biannual Review of Council Priority Calendar - Step Three, Adopting the Calendar

Assistant City Manager Rich reviewed the Priority Calendar process. He recommended that Council draw the line for new projects for the Community Development Department after the number-one ranked item (Review of Parking Standards) until a schedule is developed for economic development. He also recommended that Council approve a list of seven citywide priorities for the next two years, and noted that the items listed "below-the-line" would be re-evaluated in six months.

Councilmember Feierbach stated that parking was an issue, since complaints had been received. She suggested a piecemeal approach to resolving this issue, and that a Council subcommittee could perform the research. Public Works Director Davis stated that recreational vehicle parking was not part of the scope of this project, since off-street parking is a zoning issue. Community Development Director Ewing stated that the proposed parking project involves what triggers the need for more than a one-car garage, but that it could be expanded to include recreational vehicles.

Councilmember Warden stated that traffic and parking issues could be included on the two-year priority list. He noted his support for this two-year list since it provided a method for recognizing the completion of former priorities. He also stated he would like to address improvements to the development review process.

City Manager Kersnar stated that the two-year list has provided a good public relations tool.

Action: On a motion by Councilmember Warden, seconded by Councilmember Mathewson, to approve the Project Description Forms, Priority Calendar, and Two-Year Priority List as amended to include improvements to Development Review Process, and Parking Issues, was unanimously approved by a show of hands.

ADJOURNMENT at this time, being 9:52 P.M.

Terri Cook

City Clerk

Meeting Tape Recorded & Videotaped

Tape #578